

City Clerk

Vicky Miel, City Clerk

vicky.miel@phoenix.gov

Program Goal

The City Clerk Department maintains orderly and accessible records of all city activities and transactions including posting all public meeting notifications; provides for effective administration of city elections and annexations; administers liquor,

bingo and regulatory license services; provides printing typesetting, microfilming, mail services to all city departments, and manages and maintains the city's computer messaging network system including citywide training and call center support.

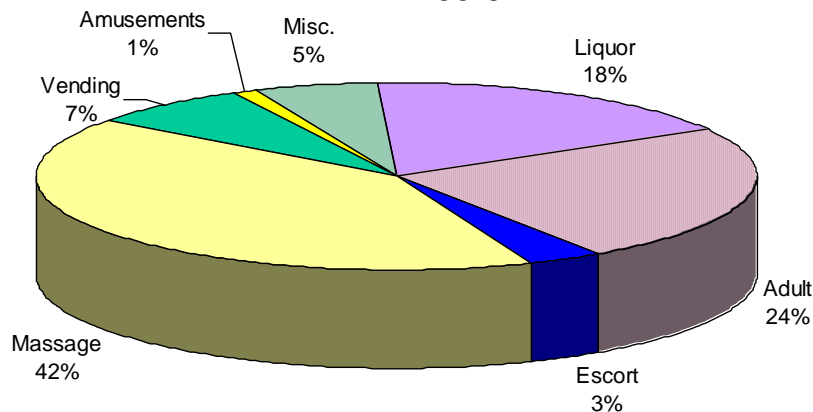
Key Services.

Elections, Official Records, Regulatory Licensing, Council Support, Enterprise Messaging and Calendaring, Call Center and Office Automation Training, Printing Services, Mail and Micro graphics Services.

Phone 602-262-6811

Licensing Revenue in FY 03-04

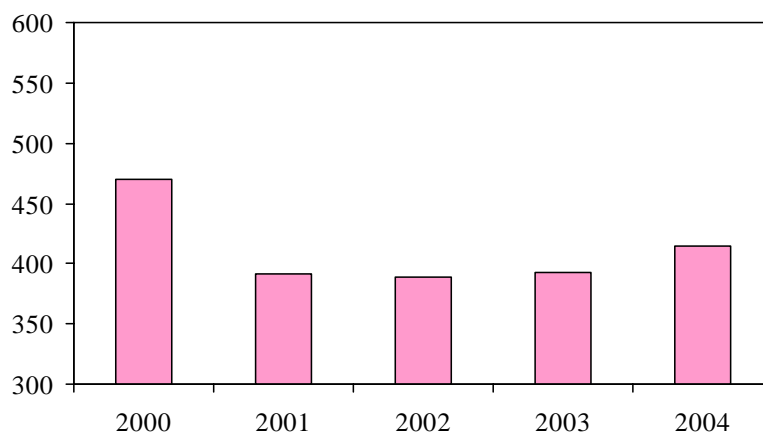
**Types of Licenses Issued
FY 03-04**



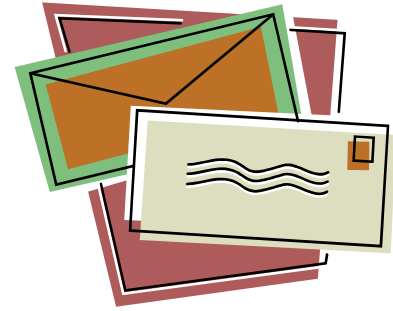
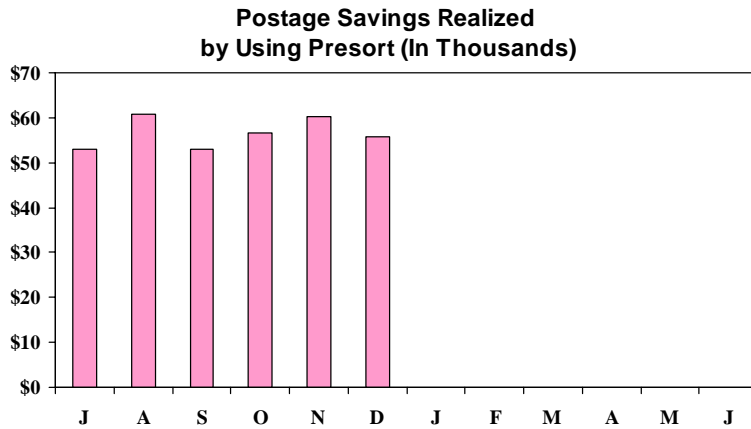
\$2,649,944



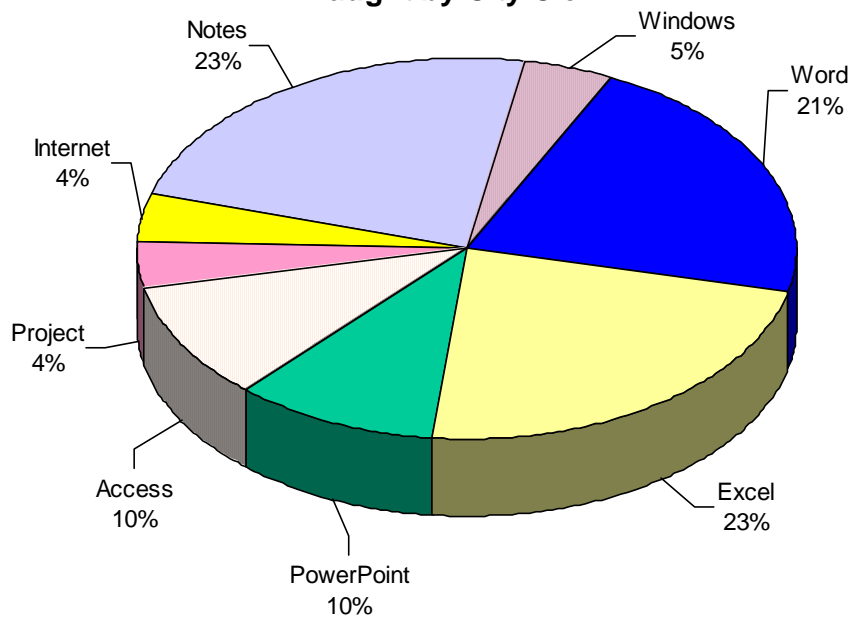
Total Number of Lobbyists Registered



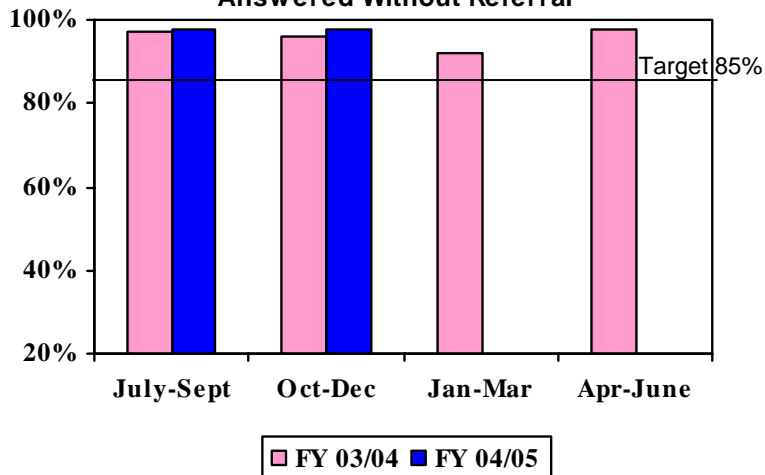
City Clerk — continued



**Categories of Office Automation Classes
Taught by City Clerk**

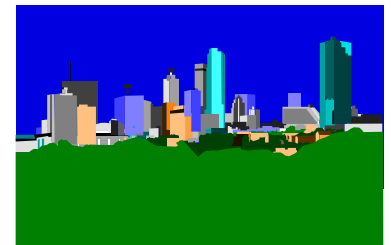


**Percent of Enterprise Call Center Questions
Answered Without Referral**

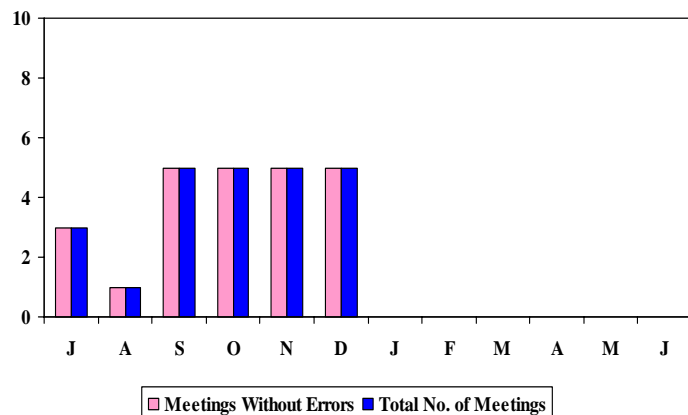
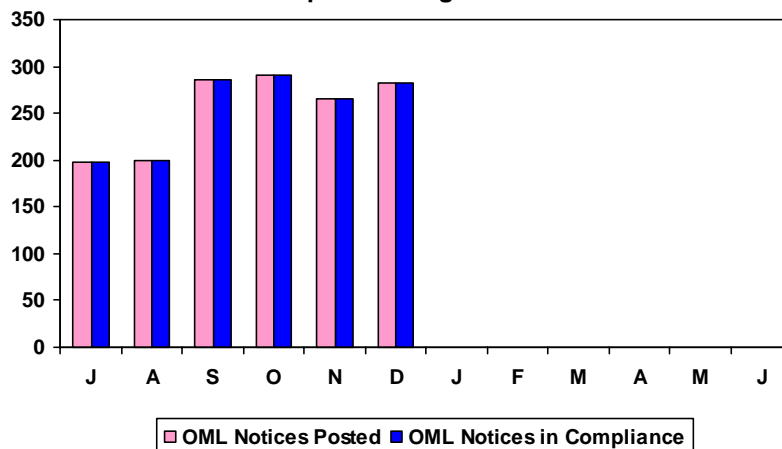


**Total Property
Value Annexed
In FY 03/04**

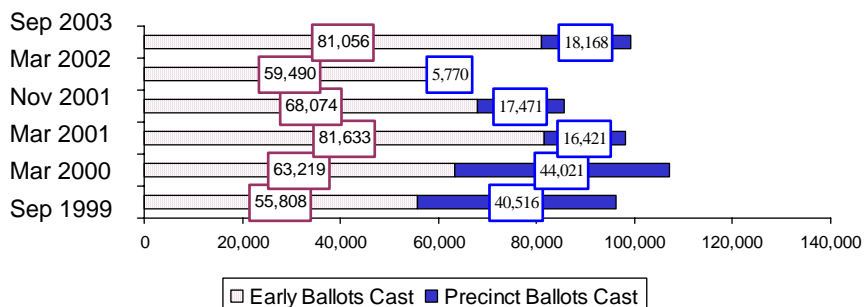
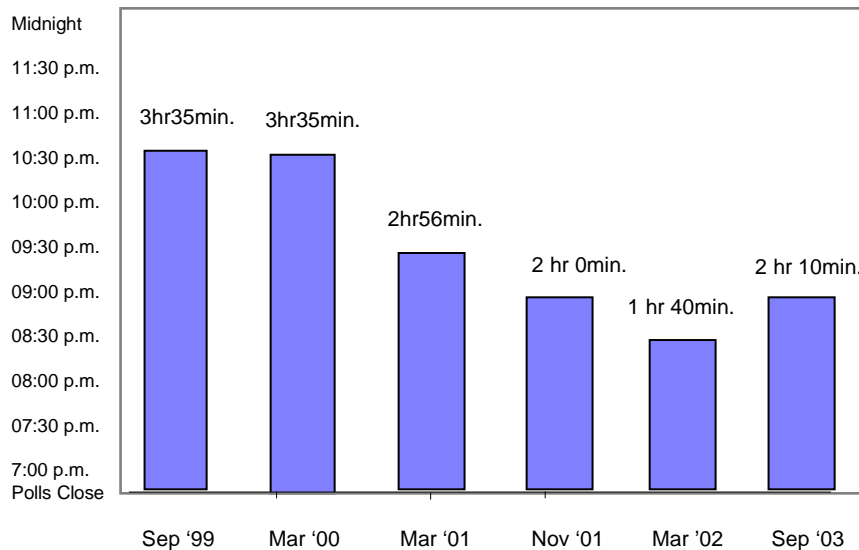
\$662,938



City Clerk — continued

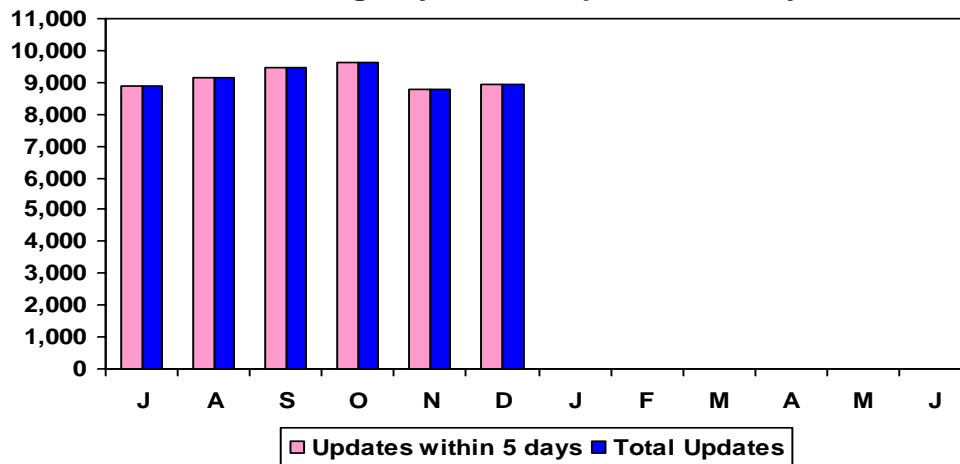
Council Minutes Prepared on Time
Without ErrorsNotices Posted in Compliance with
Open Meeting Law

Election Voter Turnout

Elections Time From Poll Closing
to Final Results

City Clerk — continued

**Updates of Property Ownership Completed within
Five Working Days of Receipt from County**

**Comments/Highlights**New Budget Analyst II

Annie Erbacher started as a Budget Analyst II on December 27, 2004. She comes to the City Clerk Department from the Police Department where she was an Accountant II. In this capacity she managed the Police Hiring grants and Homeland Security grants and was instrumental in the acquisition of personal protective equipment for all sworn officers. We are pleased to have Annie in the City Clerk Department.

Concurrent School District Elections on March 8

Maricopa County will be conducting an election for the Phoenix Elementary, Osborn and Pendergast School Districts in Phoenix concurrently with the city election on March 8. To avoid potential inconvenience and confusion for voters, staff is working with the County to match polling places and exchange early ballot requests.

Early Ballot Requests

Early ballot request post cards for the March 8 special election were mailed to 140,000 voters on the permanent notification list and to 140,000 newly registered voters in Phoenix since the last city election in September 2003.